

**Memorandum of the Meeting  
Regular Study Session/Meeting  
Twenty-Seventh Town Council of Highland  
Monday, March 02, 2015**

The regular study session of the Twenty-Seventh Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting chambers on **Monday, March 02, 2015** at the time of 7:03 o'clock p.m.

**Silent Roll Call:** Councilors Bernie Zemen, Dan Vassar, Steve Wagner and Konnie Kuiper were present. A quorum was attained. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings. Council President Mark Herak joined the meeting at 7:30 p.m. owing to the profound delay of the South Shore train.

*Also present:* Peter Hojnicky, Metropolitan Police Chief; Pat Vassar, Assistant Police Chief; Susan Murovic, Advisory Board of Zoning Appeals; Randy Bowman, Assistant Inspector for Electric; and Cecile Petro, Redevelopment Director were also present.

*Additional Present:* Dion Katsouros, Skillman Corporation, was also present.

**General Substance of Matters Discussed**

1. *Police Station Construction Project Status.* Dion Katsouros, Skillman Corporation, presented a bound booklet that offered a status report on the construction. Further, Mr. Katsouros offered a verbal summary regarding the project.

There was a colloquy between and among the Town Council and Mr. Katsouros regarding installing concrete and any adverse impacts from the cold temperatures.

The discussion also included concerns about construction workers parking in the nearby neighborhood and its possible unhappy effects with the residents. Mr. Katsouros noted that arrangements were made to permit worker parking in the nearby church parking lot.

2. *Thomas Crowel of the Crowel Insurance and Summer Event Liability.* Mr. Crowel noted the standing food vendors' agreement employed by the Community Events Commission associated with the annual Independence Day Festival at Main Square Park. He commended the terms set forth, calling special attention to the provisions requiring at least \$1,000,000 liability coverage and naming the Town of Highland as a co-insured. It further required proof of insurance be provided prior to the event.

The discussion explored whether to extend the requirements for liability insurance and co-insuring the Town of Highland to the arts and crafts vendors. The discussion included whether the coverage amount should be also set at \$1,000,000 or lower. A consensus emerged to require insurance proof of coverage for the arts and crafts vendors too. The cash value of the liability coverage was not decided upon.

3. *Review of Final Draft of the Traffic Safety Commission Amending Ordinance.* The Town Council and the Clerk-Treasurer discussed the proposed changes to the structure that would allow a shared appointment by two councilors for the Town Council representative on the Commission. Further, there was language that would change the terms from one year to three years. It was noted that Jared Tauber had favorably reviewed the iteration of the ordinance as presented.
4. *Discussion Regarding Insurance Payments deducted from Pension Payments.* The Town Council, the Police Chief, the Assistant Police Chief and the Clerk-Treasurer discussed

the effort in support of retired public safety officers who elect to continue participation in the municipal group health insurance to have the premiums deducted and directly sent to the IACT Medical Trust rather than to the municipality to then direct.

It was noted that the Federal Pension Protection Act of 2006, granted an exclusion from income for taxation purposes of up to \$3,000 of health insurance premiums for retired public safety officers provided that the insurance premiums are directly deducted from the pension distribution and that the premiums are directly paid to the provider. This latter element was understood to be essential in order to permit the exclusion and all the benefits.

It was noted that the IACT Medical Trust had been contacted and was researching the provisions of the law to determine how to bring public safety retirees who elect to remain in the group plan to be in compliance with the Pension Protection Act.

5. The Clerk-Treasurer briefed the Town Council about the proposed rate change offered by the Board of Waterworks Directors, at its meeting of February 26, 2015. The change is made desirable to add an addition rate covering private fire protection for lines of 2" or less, and to modify the administrative fee for serving a non-sufficient funds check presented by a resident or customer to the municipality. The Clerk-Treasurer explained the draft of the ordinance adopting the new rates and the procedure necessary to finally adopt the new rates. The ordinance would be introduced at the plenary business meeting of Monday, March 9, 2015.
6. The Redevelopment Director offered a briefing on the services provided by CGI. It previously produced a digital video welcome and highlight and overview narrative regarding the Town of Highland for viewing on the Town's website. This video service was free of charge to the Town but CGI would be permitted to display ads it procured to support the costs of the video. The discussion included a consideration of seeking a renewal for an additional three years. No clear agreement emerged. It was determined to conduct further due diligence with representatives of Idea Factory, as the website content designer and administrator to determine whether the current site could host a new video and further whether to seek an alternative provider for the video service.
7. The Redevelopment Director then presented the supporting paperwork for three approved Tax Abatement Properties, in order to discuss the quality of compliance with the original representations each petitioner made at the time of applying for the Tax abatements. The abatements under the annual review for compliance were Culvers Custard and Burgers; Reliable Parts (formerly Bell Parts) and Volkswagen of Highland. In most cases the groups were in compliance with most of the metrics.
8. The Redevelopment Director noted that she had filed with the Clerk-Treasurer the applications of several persons seeking to be appointed to the Main Street Board.

There being no further business necessary or desired to be discussed by the Town Council, the regular study session of the Town Council of **Monday, March 02, 2015**, was adjourned at 8:07 o'clock p.m.

Michael W. Griffin, IAMC/MMC/CPFA/CPFIM/CMO  
Clerk-Treasurer